

**THE REGULAR / WORKSHOP MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON WEDNESDAY, JANUARY 21<sup>st</sup>, 2015 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.**

**PRESENT:** Mayor Morgan, Messrs. Danielson, Pearson, Smith, Delfing

**ABSENT:** Mr. Dennison and Mrs. McGowan

Mayor Morgan called the meeting to order with a salute to the flag and in accordance with the Open Public Meetings Act by advertising notice of meeting in the N.J. Herald and posting copy of notice in the Borough Hall.

**REPORT OF OFFICIALS:**

A MOTION was made by Mr. Danielson, seconded by Mr. Pearson to approve the Treasurer's Report for January 21<sup>st</sup>, 2015 as presented and waive the reading. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. Motion carried.

**AUDIENCE PARTICIPATION:** None.

**PREPARATION OF THE 2015 MUNICIPAL BUDGET:**

The Council reviewed the budget information presented to them by CFO Michelle LaStarza.

**SALARY ORDINANCE 2015:**

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to approve the introduction and publication of the 2015 Salary Ordinance. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. Motion carried.

**AUDIENCE PARTICIPATION:** None.

**ANY OTHER BUSINESS:**

There was a brief conversation regarding regulating the thermostat in the park building.

The Mayor mentioned that a proclamation was provided to Anne Foster of the Lakeland Emergency Squad. This proclamation will be entered into record on the February 9<sup>th</sup> agenda.

**MOTION TO PAY THE BILLS PLUS AD ONS:**

A MOTION was made by Mr. Pearson, seconded Mr. Danielson to pass the following Resolution: BE IT RESOLVED by the Governing Body to approve the payment of all vouchers on the bill listed January 21, 2015, submitted by the Chief Financial Officer for payment. Upon roll call the following votes were cast AYES: Pearson, Smith, Danielson, Delfing. NAYS: None. Motion carried.

**MOTION TO ADJOURN:**

A MOTION was made by Mr. Danielson, seconded by Mr. Pearson to adjourn the meeting. AYES: All in favor. NAYS: None. Motion carried.

Beth Brothman, RMC  
Borough Clerk

**A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON MONDAY, JANUARY 12<sup>TH</sup>, 2015 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.**

**PRESENT:** Mayor Morgan, Council Members: Pearson, Smith and Delfing.

**ABSENT:** Mr. Danielson, Mr. Dennison, Mrs. McGowan

Mayor Morgan called the meeting to order with a salute to the flag and in accordance with the Open Public Meetings Act by advertising notice of meeting in the N.J. Herald and posting copy of notice in the Borough Hall.

The Municipal Clerk administered the oath of office to the members of the Andover Borough Fire Dept. Chief Brian Stang, Assistant Chief Jessica Casella, Captain Andrew Rousch.

**MINUTES:**

A MOTION was made by Mr. Smith, seconded by Mrs. Delfing to approve the Reorganization minutes of the meeting held on January 5<sup>th</sup>, 2015. Upon roll call the following votes were cast: AYES: Pearson, Smith, Delfing. NAYS: None. Motion carried.

A MOTION was made by Mr. Smith, seconded by Mrs. Delfing to approve the minutes of the year end meeting held on December 17<sup>th</sup>, 2014. AYES:, Pearson, Smith, Delfing. NAYS: None. Motion carried.

**OFFICIALS REPORTS:**

There was no Treasurer's report this meeting.

A MOTION was made by Mr. Smith, seconded by Mrs. Delfing to accept the following reports and place on file: NJDEP Water Supply Emergency Incident Report dated 12/20/14, ABFD Report for December 2014, Lakeland EMS Year End Summary for 2014 & Monday totals for December 2014, NJDEP Disinfectant Residuals Reporting Form dated 1-6-15, Joint Court Report for December 2014. Upon roll call the following votes were cast: AYES: Pearson, Smith, Delfing. NAYS: None. Motion carried.

**CORRESPONDENCE:**

A letter from Craig U. Dana re: Appreciation for serving Andover Borough Court since 2006 was reviewed by the Council and placed on file.

A letter from Ivan Cohen re: facility visit with Mrs. Delfing to review loss control and safety activities was reviewed by the Council and placed on file. Crossing guard training is needed.

A letter from Appraisal Systems re: Status of Reassessment & Voucher 4 was reviewed by the Council and placed on file. Meetings are continuing this week.

A letter from Sheriff's Office of Sussex County re: Invitation to Communications Center 1/26/15 from 5-8 p.m. was reviewed by the Council and placed on file.

**AUDIENCE PARTICIPATION:**

Mr. Gary Repsher of 196 Main Street expressed his concerns over the maintenance of a property on Lindley Court. He asked if the Code Enforcement Officer would follow up with these complaints as there has been many over the years. He mentioned that the same property has outdoor bonfires which he is concerned is a fire hazard. The ABFD Assistant Chief explained that they should be acquiring permits from the NJ Forestry Division. He also expressed concern over parking on the street overnight as it causes the snow plow trucks to not be able to clear the snow completely. It was also discussed that "No Overnight Parking" letters were sent out to neighbors on Lindley Court who are causing the road to not be cleared of snow.

**REPORTS OF SPECIAL COMMITTEE:** None.

## **REPORTS OF STANDING COMMITTEES:**

**Administrative & Executive:** Mr. Pearson reported that he is preparing the salary ordinance for review at the next meeting.

**Celebration of Public Events:** Mrs. Delfing reported that the next event is the Easter Egg Hunt which is scheduled for 3/28/15 at 10 a.m..

**Finance:** Mr. Dennison reported that the budget is on schedule to be reviewed at the next meeting. He also mentioned he will not be at the meeting on 3/21/15.

**Parks & Playgrounds:** Mr. Danielson was absent. There was no report.

**Public Bldgs. & Grounds:** Mr. Smith reported that a \$25 donation towards the park building rental was received from TOPS. It was also discussed that the thermostat was no turned down. Oil will be ordered as soon as possible for both public buildings.

**Public Safety:** Mrs. Delfing discussed that she is in the process of scheduling inspections with the ABFD.

**Streets & Roads:** Mr. Danielson absent, no report. It was mentioned that the Lindley Court complaints should be addressed with the Code Enforcement Officer.

**Water Utility:** Mr. Smith reported that there was a water break at the end of December.

## **OLD BUSINESS:**

The Elizabethtown Gas franchise was briefly discussed. There has been no word yet on the status since the BPU hearing.

## **NEW BUSINESS:**

The late cancellation of the park facilities by the Cub Scouts was discussed. The Council would like the application to reflect that a 72 hour cancellation notice is required.

**ANY OTHER BUSINESS:** None.

## **FIELD USE REQUEST:**

A request to use the field was reviewed by Andover Girls Softball. The Council decided to send letters to the teams which have used the field in the past to let them know that they will be deciding the field use at the February meeting. If they are interested they should submit requests as soon as possible.

## **AUDIT AGREEMENT:**

A MOTION was made by Mrs. Delfing, seconded by Mr. Smith to approve execution of Audit Agreement with Ferraioli, Wielkotz, Cerullo & Cuva for auditing the books of the Borough for 2014 and preparing the 2015 budget. Upon roll call the following votes were cast: AYES: Pearson, Delfing, Smith. NAYS: None. Motion carried.

## **RESOLUTIONS:**

A MOTION was made by Mr. Pearson, seconded by Mrs. Delfing to approve the Sussex County Hepatitis B Vaccination Program for Emergency Responders. (\$40 each vaccine – series of 3 vaccines). Upon roll call the following votes were cast: AYES: Pearson, Delfing, Smith. NAYS: None. Motion carried.

A MOTION was made by Mr. Pearson, seconded by Mr. Smith to adopt Resolution authorizing the municipal assessor and municipal attorney to represent the Borough before the Sussex County Board of Taxation for the purpose of defending tax appeals, rollbacks, etc. Upon roll call the following votes were cast: AYES: Pearson, Delfing, Smith. NAYS: None. Motion carried.

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to pass a resolution authorizing the redemption of tax sale certificate #2014-003 for block 16 lot 1 in the amount of \$8,726.69. Upon roll call the following votes were cast: AYES: Pearson, Delfing, Smith. NAYS: None. Motion carried.

**ORDINANCES:** None.

**AUDIENCE PARTICIPATION:**

Jessica Casella asked if the municipal sign could include a notice to shovel out hydrants. That will be done as soon as possible.

**MOTION TO PAY THE BILLS:** There was no bills list at this meeting.

**MOTION TO ADJOURN:**

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to adjourn the meeting. AYES: All in favor. NAYS: None. Motion carried.

Beth Brothman, RMC  
Borough Clerk